

MEMORANDUM

March 23, 2009

TO: David Dise, Director, Department of General Services (DGS)
Bob Hoyt, Director, Department of Environmental Protection (DEP)
Steve Emanuel, Chief Technology Officer, Department of Technology Services (DTS)
Joe Adler, Director, Office of Human Resources (OHR)

FROM: Chris Cihlar, CountyStat Manager

SUBJECT: Leading by Example: Environmental Sustainability in Montgomery County

The following items were identified for follow-up during the 2/24/2009 CountyStat meeting:

1. Develop Strategies to strengthen and promote the “Environmental Award” category of the Montgomery’s Best Program that recognizes departments for their efforts in environmentally sustainable practices .

Responsible parties: DEP
Other parties involved: OHR, CountyStat
Deadline: 5/24/2009

2. Along with other categories (i.e Collaboration, Diversity, Innovation), add a green category to the departmental performance plans to reinforce the County’s commitment to environmental sustainability.

Responsible parties: CountyStat
Other parties involved:
Deadline: 3/24/2009

3. Develop guidance for departments on the purchasing and distribution of water bottles in County facilities and for County functions and forward it to the CAO office for distribution to all County departments/offices.

Responsible parties: DEP, DGS
Other parties involved: CountyStat
Deadline: 5/24/2009

4. Identify and implement methods to promote departments purchasing of green products. I.e. where feasible, restrict purchasing options to the green catalog, etc. Develop guidance and forward it to the CAO office for distribution to all County departments/offices.

Responsible parties: DEP, DGS
Other parties involved: CountyStat
Deadline: 5/24/2009

5. Develop and design Sustainable office Practice educational flyer to departments for display. Develop guidance and forward it to the CAO office for distribution to all departments/offices.

Responsible parties: DEP
Other parties involved: CountyStat
Deadline: 5/24/2009

6. Determine feasibility of discontinuing purchasing of ink jet printers. If feasible, develop guidance and forward it to the CAO office for distribution to all departments/offices.

Responsible parties: DGS
Other parties involved: DTS, DEP, CountyStat
Deadline: 5/24/2009

7. Investigate the impact of encouraging freight carriers to participate in EPA's Smartway Transport Partnership on prices and types of goods provides

Responsible parties: DGS
Other parties involved: CountyStat
Deadline: 4/24/2009

8. Determine the feasibility and possible exemptions for a DTS policy of centralized shutting down computers overnight.

Responsible parties: DTS
Other parties involved: DEP, CountyStat
Deadline: 4/24/2009

9. Study Fairfax regulations requiring emissions control devices on County contracts and determine feasibility for implementing this in Montgomery County.

Responsible parties: DGS
Other parties involved: DEP, CountyStat
Deadline: 5/24/2009

10. Study other environmentally focused governments and determines feasibility for implementing their best practices to reduce County's carbon footprint.

Responsible parties: DEP, DGS
Other parties involved: CountyStat
Deadline: 6/24/2009

11. Take the lead to develop a system for collecting information on departmental sustainability/green efforts and publicize countywide environmental efforts.

Responsible parties: DEP
Other parties involved: CountyStat
Deadline: 5/24/2009

12. Design tracking mechanism for the Climate Action Plan internal recommendations

Responsible parties: DEP
Other parties involved: CountyStat
Deadline: 5/24/2009

cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer